

**SPECIAL MEETING MINUTES**  
**CITY OF SANTA BARBARA**  
**COMMUNITY DEVELOPMENT AND HUMAN SERVICES COMMITTEE**

**Tuesday, June 15, 2010**

David Gebhard Public Meeting Room  
630 Garden Street

**6:00 p.m.**

1. ROLL CALL:

Barbara Allen	<u>X</u>	Laura Knight	<u>X</u>
Yesenia Curiel	<u>E</u>	Veronica Loza, Chair	<u>X</u>
Greg Gorga, Vice-Chair	<u>X</u>	Josephine Torres	<u>X</u>
Michael Just	<u>X</u>	Daniel Ramirez	<u>X</u>

X = Present    A = Absent    E = Excused

2. PUBLIC COMMENT

No public comment

3. APPROVE MINUTES OF APRIL 27, 2010 MEETING

Meeting Minutes for April 27, 2010 approved as submitted (M-Allen/S-Torres)

4. RECOMMENDATION TO CANCEL THE JUNE 22, JULY 27 AND AUGUST 24 CDHSC MEETINGS

June 22, July 27, and August 24 meetings cancelled (M-Gorga/S-Ramirez)

5. PUBLIC HEARING SEEKING INPUT ON APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT/DISASTER RECOVERY INITIATIVE (CDBG/DRI) FUNDS

Public hearing held. City Staff Brian D'Amour, Laurie Owens, and John Ledbetter discussed three proposed projects that appear to be eligible for CDBG/DRI funds, including Sycamore Creek channel improvements, San Pedro Creek sewer line replacement, and an update to the City's General Plan Safety Element. Staff will seek City Council approval on June 29, 2010 to submit an application to the State for up to \$1 million in CDBG/DRI funds for those projects.

6. REVIEW FY 2010 - 2011 FUNDING APPLICATION AND PROCESS

Staff sought input on the FY2010-2011 funding application process and stated that, due to the expected holiday furlough this year, the application deadline for FY2011-2012 applications would be in early December again. Committee members suggested a couple minor changes to questions on the application. The Committee asked that agencies be discouraged from bringing excessive handouts and pamphlets to the interviews; instead bring one or two copies to pass around. Several Committee members expressed an interest in having agencies submit applications electronically, in the interest of saving paper and becoming more "green." Staff said they have tried that in the past and ran into some problems. Staff offered to explore the option of electronic submission again and review our findings with the Committee at the next meeting.

The Committee and Staff discussed the policy regarding PowerPoint presentations at the interviews and decided they should only be allowed for CDBG capital project applicant interviews, and only if the presenter can stay within their allotted four minutes.

7. UPDATE ON FY 2009 - 2010 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND CDBG RECOVERY (CDBG-R) FUNDING

Staff updated the Committee on the status of current CDBG and CDBG-R funded projects. All projects are complete with the exception of a few access ramps on the Eastside.

8. HUD FIVE-YEAR CONSOLIDATED PLAN AND ANNUAL ACTION PLAN UPDATE

Staff provided Committee members with the Executive Summary of the City's 2010-2014 Consolidated Plan and briefly described the objectives and outcomes proposed in the five-year Plan.

9. SITE VISIT SCHEDULE

The Committee asked Staff to schedule the site visits of agencies that receive both capital and public service funds as one appointment.

10. CDHSC VACANCIES AND APPOINTMENTS UPDATE

Staff reported that five applications were received for three of the five current vacancies on the Committee. The City Council held applicant interviews on May 25, June 8 and 15, and will appoint new Advisory Committee members on June 29, 2010.

11. CITY ADVISORY GROUPS WORKSHOP SUMMARY

Three CDHSC members reported that they attended the workshop and appreciated the budget update presented by Jim Armstrong, City Administrator.

12. REVIEW CORRESPONDENCE TO CDHSC

Staff distributed "Thank You" letters from SB Neighborhood Clinics and Casa Serena.

13. ADMINISTRATIVE ISSUES ON HUMAN SERVICES, CDBG AND HOME PROGRAM

Staff reported that the \$703,256 from the City's General Fund for Human Services programs is expected to remain in the budget for FY2011. The amount of General Fund money allocated to FY2012 Human Services programs is less certain and will be discussed in the Fall of 2010 as part of the City Council's approval to release the FY2011-2012 CDBG/Human Services applications.

Ms. Brooke stated that, effective July 1, 2010, she would return to her previous position in the City, as the Zoning & Enforcement Supervisor. Recruitment for a permanent Community Development Programs Supervisor will begin later this week.

14. NEW BUSINESS

Laura Knight announced that the Casa de la Raza building is in foreclosure, and wondered if that would affect any CDBG or Human Service grantees. Staff stated that BiciCentro is currently in that building and that Staff would follow-up with the Agency Director to find out more information.

15. ADJOURNMENT

The meeting was adjourned at 7:35 p.m.

ASSISTIVE LISTENING AVAILABLE: Voice receivers for the hearing impaired are available for loan in the Land Use Safety Office. Please inform the Chair before the meeting starts if you wish to borrow one.

AMERICAN WITH DISABILITIES ACT: In compliance with Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Housing and Redevelopment Division in advance at 564-5461. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

REPORTS: Materials related to an item on this agenda submitted to the CDHSC after distribution of the agenda packet are available for public inspection in the Community Development Department located at 630 Garden St., during normal business hours.